



**CITY OF KINGSBURG
RECREATION LEADER
JOB DESCRIPTION**

DEFINITION

Under the Supervision of the Program Supervisor, provide for the safety and enjoyment of participants in seasonal Recreation Programs, organize, lead, and promote youth recreation activities. Enforce all facility rules and regulations.

TYPICAL DUTIES

Report to work at least 15 minutes before going on duty.

Organize, lead and conduct recreational activities which will include: arts, crafts, sports, and games.

Maintain discipline on indoor and outdoor play areas, insure safety of recreation participants.

Track inventory and follow supply procedures, pick up supplies and set up equipment.

Keep assigned areas clean and free of any and all safety hazards at all times.

Report attendance and progress of recreational activities, as well as perform other related duties and responsibilities as assigned.

MINIMUM QUALIFICATIONS

Minimum 17 years old

Minimum of one year of experience with children between the ages of 5 and 13

Principles of planning, organizing, and leading a wide variety of recreation activities

Basic knowledge of rules, practices and equipment used in recreation activities

CERTIFICATION

Valid Driver's License

Current Community First Aid and CPR Certification

HOURS AND PAY

Monday thru Friday

1:30PM to 5:30PM

Rate of pay: Between \$6.75 and \$7.75 (depending on experience).

To apply for this position, please contact the City of Kingsburg at 897-5328.